ST. CHARLES SINCE 1834	**AGENDA ITEM EXECUTIVE SUMMARY**	Agenda Item number: **4c**
	Title:	Recommendation to Approve a Proposal of an Event "Wine Down Winter" for Shakou LLC, 112 W Main Street, St. Charles
	Presenter:	Chief Keegan, Police Department

Meeting: Government Operations Committee	Date: December 19, 2016	
Proposed Cost: $	Budgeted Amount: $	Not Budgeted: ☐

Executive Summary (*if not budgeted please explain*):

Shakou, LLC located at 112 W Main Street, St. Charles would like to originate an event in St. Charles referred to as "Wine Down Winter". This will be a retail showcase where Shakou, in cooperation with the Downtown St. Charles Partnership and about 25 other local retailers/service locations, would facilitate a community walking tour in conjunction with the serving of both wine and light snacks (cheese, sausage, crackers, etc.). This is being planned for Saturday, March 4, 2017 from 1:00 – 5:00 pm. and requires an E2 application and there will be Shakou BASSET trained employees posted at each location dispensing the wine. The petitioner will work with both the Police Department and the Downtown Partnership to refine a site map of the businesses participating in this event which is currently being worked on, and will be approved by the Police Department upon completion before the event.

This event has been carried out at their legacy restaurant in Libertyville, and in reaching out to Libertyville officials this event has become a downtown staple and is very well attended with little if any problems associated with this event.

At the time of the posting to this Government Operations Committee agenda, the Liquor Commission meeting is scheduled at 4:30 p.m., December 19 (same day) to process this application and to move it forward before this committee to seek approval of said application so it can go before the January 3, 2017 City Council for final approval.

For more additional detailed information, please refer to that attached memo.

Attachments (*please list*):
E-2 Liquor Application
Memo
Article

Recommendation/Suggested Action (*briefly explain*):
Recommendation to approve a proposal of an event "Wine Down Winter" for Shakou LLC, 112 W Main Street, St. Charles.

Received:
Fee Paid: $
Receipt #

CITY OF ST. CHARLES

TWO EAST MAIN STREET
ST. CHARLES, ILLINOIS 60174-1984

NON-REFUNDABLE

CITY LIQUOR DEALER LICENSE APPLICATION
CLASS E2 – SPECIAL EVENTS

Pursuant to the provisions of Chapter 5.08, Alcoholic Beverages, of the City of St. Charles Municipal Code regulating the sale of alcoholic liquors in the City of St. Charles, State of Illinois and all amendments thereto now in force and effect.

The undersigned hereby makes application for a Liquor Dealer License,
Class E2
Commencing TBD and ending TBD.
Time Starting 1PM and ending 5PM.
Location of Event RETAIL STORES + SHAKOU.

Name of Business SHAKOU
Address of Business 312 W. MAIN ST Business Phone 630.444.0850
Has Applicant had a Class E2License in the previous 365 days? NO. If YES, on what date:
5.08.050A1 Circle Choice to Show: Individual (Partnership) Corporation Other: _____

Requirements of a Class E2 – Special Event License for B & C Liquor License Holders

1. The Class E2 license fee is $100.00 per day.
2. A minimum of three (3) liquor supervisors shall monitor liquor service during all times of operation. **Please provide a list of all supervisors with this application.**
3. Beer and/or Wine are the only alcoholic beverages to be sold.
4. Hours are restricted to 12 noon to midnight.
5. Licensee must rope/fence off the licensed premises.
6. Each patron **must wear a wristband** after having identification checked for legal alcohol consumption age.
7. Are children/minors permitted in the licensed premises? Y/N
8. A sign limiting beer and/or wine consumption to the roped off area must be conspicuously displayed at all times.
9. **Each server of alcohol must be BASSET certified – need copy of BASSET certification.**
10. A copy of site plan diagram to include roped area shall accompany this application.
11. All security/police resources needed shall be attached to this application with approval of the Chief of Police before final issuance by Liquor Commissioner.

1. Name of Class B, Class C Liquor License: SHAKOU
2. Has the applicant had a Class E2 license in the previous 365 days? NO If Yes, on what date? _____
3. Is license to be used in conjunction with a special event approved by the City Council? YES
   If yes, provide name of event: WINE DOWN WINTER
4. Is license to be used in conjunction with a picnic, bazaar, fair or similar assembly with food dispensing and/or sale the predominate purpose of the event? YES
5. Location/address of event. Important: Attached drawing of location to this application. DOWNTOWN AREA
6. Important: If location is out of doors, attach proof of liability insurance (photocopy) from an approved insurance agency.

Affidavit

State of Illinois)
County of Kane)

I/We, being duly sworn, that information contained in this application is true to my/our own knowledge and that the statements set forth are of my/our own free will. I/We solemnly swear that I/we will not violate any of the laws of the United States, the State of Illinois or the City Ordinances of the City of St. Charles.

Signed: _____ Signed: _____

Sworn to before me this 5th day of Dec., 2016.

Notary Public _____

ENDORSEMENT OF THE LIQUOR CONTROL COMMISSIONER

Approved: ✓ Date: 12-7-16 Chief of Police: _____

Approved: _____ Date: _____ Liquor Commissioner: _____

Police Department

ST. CHARLES
SINCE 1834

Memo

Date: December 5, 2016

To: Raymond Rogina, Liquor Commissioner

From: James Keegan, Chief of Police

CC: Mark Koenen, City Administrator

Re: Shakou - "Wine Down Winter"

We have had a series of meetings over the course of the last year or so concerning an annual event that Shakou would like to originate in St. Charles referred to as "Wine Down Winter". This is a retail showcase where Shakou, in cooperation with the Downtown St. Charles Partnership and about 25 local retailers/service locations, would facilitate a community walking tour in conjunction with the serving of both wine and light snacks (cheese, sausage, crackers, etc).

This is something Shakou has done at their legacy restaurant (Libertyville) and wants to expand to their St. Charles, Park Ridge, Barrington, and Arlington Heights locations. Please see this article http://www.dailyherald.com/article/20130204/news/702049823/ for further information.

Listed below are some key facts in reference to the proposed event:

- Event will take place on Saturday, March 4, 2017 from 1-5pm. This is the day following Restaurant Week and a week prior to our St. Patrick's Day Parade.
- Shakou is setting up a website portal for advanced ticket purchasing.
- The cost of the event is $20.00 for the 4 hours.
- 25 retail/service establishments will be chosen as "meet and greets". Once these locations have been selected, the petitioner will work with both the Police Department and the Downtown Partnership to refine a site map. These stops are usually about 5-10 minutes in duration and often times include handouts and literature from the featured business. As of right now, the ring of businesses is bordered by Shakou, Town House Books, and Cedar and Illinois Streets.
- Each stop will have a food offering and will provide one 2oz wine sample. A checkoff list and numbering system will ensure the consumption of wine is limited to one serving at each location. This mirrors was what mandated at our recent Craft Beer Festival.

- Servings are in disposable plastic cups. Cups will be collected at the door of each service point. No alcohol will be permitted outside of any of the establishments.
- "Shakou Cares" would like to partner with Generation Rescue to offer a donation and some sort of VIP experience should initial pre-sales dictate a strong St. Charles interest in this event.
- Each stop will have a Basset certified Shakou employee serving the wine.
- Credentialing and registration will take place at two points (Shakou – west side and Town House Bookstore - east side). A detailed numbering system and ID check will accompany tamper-proof wristbands.
- Over 500 participants will require one police officer on a hire back detail. Over 1,000 participants will require two police officers. These officers will be billed to Shakou. Should a VIP element be included in this event, the Police Department will work with Shakou on a security plan.
- The event will be capped at 1,100 participants.
- Ed from Shakou will be increasing his Dram Shop insurance coverage to an umbrella type policy rider and work with Finance to ensure adequate coverage.
- They have applied for an E-2 license. You have the ability to modify some of the mandates/requirements to meet the aforementioned plan per our Liquor Code.
- I am currently working with the Downtown Partnership and Shakou to develop a "passport". This passport is a placard type system that will be utilized by the participants and businesses alike to ensure checks and balances system in regards to site visits and overall alcohol consumption of the participants. This is an on-going discussion that will be approved by the police department prior to the actual event.

As part of my due diligence and research, I reached out to Libertyville officials and spoke with their Chief of Police, Clint Herdegen. The Chief stated that the Libertyville event has become a downtown Libertyville staple and is very well attended. He said there has been little if any problems associated with this event.

I would recommend in favor of this event with the stipulations as outlined above. I have also had several conversations with not only the Downtown Partnership, but also the Special Events team. We feel this has the possibility to become a great event for our business community.

Thank you for your consideration in this matter.

Daily Herald

Lake County updated: 2/4/2013 5:28 PM

Wine about Winter in downtown Libertyville is Feb. 16

Libertyville's Wine about Winter is celebrating its eighth year.
Courtesy MainStreet Libertyville

MainStreet Libertyville submission

Spend a wintry afternoon browsing the stores and enjoying the company of other wine lovers at the eighth annual Wine About Winter wine tasting from 1 to 4 p.m. Saturday, Feb. 16, in downtown Libertyville.

A $25 commemorative wineglass will be your "ticket" to this event. A $10 merchant coupon will be provided to each participant who purchases a glass. The coupon is redeemable at stores that participate in the event and is valid through April 30.

The wineglass can be purchased that day at any one of five distribution sites: North Shore Pro Active Health, 112 W. Lake St.; Curtis Frame/Back Alley Gallery, 543 N. Milwaukee Ave.; Petranek's Pharmacy, 426 N. Milwaukee Ave.; Parkview Gourmet, 121 E. Cook Ave.; and Christine Anne Couture, 324 N. Milwaukee Ave. Glasses will only be sold at the distribution sites.

Advance reservations are not required. A wine menu and map listing the participants will be available at the stores, restaurants and distribution sites. Participating stores and restaurants will display a pink sign in their windows.

Drop off your budding artists at Artist @ Heart Studio for a fun and creative time while you enjoy the wine. Kids ages 5 and older are welcome. Cost is $7 an hour per child. Call the studio to reserve your child's spot at (847) 816-4865. Ten percent of all sales on Feb. 16 will go to MainStreet Libertyville.

"We are very excited about this year's event," said Fred Schneider of the MainStreet Libertyville promotions committee. "We have done many things to improve the overall experience, including a broader and improved selection of wine, increased participation from the MainStreet restaurants and a menu to guide our guests."

Lara Ariazi of Ariazi Salon and Spa said Wine about Winter is the salon's favorite event of the year, and with the best crowd.

"We loving picking out unique wines with great flavor that are affordable for all people. We love to surprise people with raffles, entertainment, and deals of the day. The energy doesn't stop until the wine runs out," she said.

Free parking is available at the parking garage on Lake Street, or consider taking the train as the downtown Metra station is a short walk to participating stores and restaurants.

For information or a list of participating businesses, visit www.mainstreetlibertyville.org, friend them on Facebook or call (847) 680-0336.

MainStreet Libertyville is a downtown volunteer-based nonprofit organization that hosts more than 50 days of events during the year. Its mission is to enhance the community identity and heritage, to foster a center of activity and to ensure economic stability in the heart of Libertyville through concentrated efforts of design, promotion, organization and economic revitalization.

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